



TBID MEETING MINUTES

Wednesday, November 18, 2020 | 12 noon – 1:00pm

Zoom or Wilmont office, 124 S Main Street, Room 210

Present: Eric Sheckleton, Meghan Larson, Tawnya Greenfield, Kelly Baker, Robert Keeler, Kathleen Kaul

Absent: Joel Boren

Also present: Executive Director Kris King

Called to order at 12:06pm

No Public Comment

No Grants to Review

Discussion/Action Items

- A. Review/Modify/Approve Past Meeting Minutes –

No discussion.

Motion by Kelly / Second by Kathleen / Unanimous

- B. Discuss Payments Process, 2nd signer? –

There was an inconsistent system for writing/signing checks. Does the board want one or two signers? Eric: Bylaws say two signers are required. We discussed having an officer as the second. Having a board member, Kris and the accountant all able to sign will suffice. Kris will not sign a check to herself.

Board members agreed.

- C. Review of TBID Expenses/Revenue

Kris has only received payment from two businesses. She will be reaching out to each individual before sending out notices.

Board agreed that we would continue to do quarterly reporting. There had been 1 request to move to monthly reporting.

Insurance has been paid.

- D. Annual Budget Discussion

Kris took the feedback from the board at last meeting and updated the budget, creating a good framework to work within. Once approved, Kris will contact the city and get the budget approval on their agenda. She will also see about getting the TBID meeting minutes on the city

Board of Directors: Eric Sheckleton–President, Kathleen Kaul–Vice-President, Meghan Larson–Secretary, Members: Tawnya Greenfield, Joel Boren, Kelly Baker, Robert Keeler



website along with the TBID website.

Approval motioned by Meghan/Second by Kathleen/Unanimous

E. Additional Discussion Items from Board Members

None

Update on Business Items of Interest

A. Funding Application Form and Metrics

Board wants to remove as many barriers as possible and create as much flexibility as we can, but what are the priorities. Eric: We have an unwritten goal that any grant proposal will bring in 8 times the grant request amount. Looking for 8 times the return. Follow up is critical. Each grant has to have a way to advertise the TBID sponsorship and a report from the grantee received within 30 days post event. Seasonality will also be considered as the hotels always struggle to fill hotels in the shoulder season. Kris: I will take this information and start a template for the board to consider.

B. Executive Director Report (see attachment)

C. Additional New Business from Board Members

None

No Public Comment

Next Meeting Date January 20, 2021

Adjourned at 1:00 pm - Motion by Kathleen / Second Kelly /Unanimous

Minutes submitted by Meghan Larson

Board of Directors: Eric Sheckleton–President, Kathleen Kaul–Vice-President, Meghan Larson-Secretary, Members: Tawnya Greenfield, Joel Boren, Kelly Baker, Robert Keeler